

Chairperson Michael Beckendorf
Vice Chairperson John Bond
Parliamentarian Don Maxwell



Commissioners
Helen Chavarria
Scott Hickle
G.H. Jones
Prentiss Madison
Michael Parks

MINUTES

**BRYAN PLANNING AND ZONING COMMISSION
WORKSHOP MEETING
THURSDAY, JUNE 3, 2010 – 5:00 P.M.
ROOM 305, BRYAN MUNICIPAL BUILDING
300 SOUTH TEXAS AVENUE, BRYAN, TEXAS**

Disclaimer: *The meeting minutes herein are a summarization of meeting procedures, not a verbatim transcription*

1. CALL TO ORDER.

Commissioner Beckendorf called the meeting to order at 5:03pm

Commission Members Present: Mr. Michael Beckendorf, Mr. John Bond, Mr. Don Maxwell, Ms. Helen Chavarria, Mr. Scott Hickle, Rev. G.H. Jones, Mr. Prentiss Madison, and Mr. Michael Parks

Staff Members Present: Mr. Martin Zimmermann, Planning Administrator, Ms. Julie Fulgham, Senior Planner, Mr. Randy Haynes, Project Planner; Ms. Michelle Audenaert, Economic Development Planner; Mr. Dale Picha, Director of Traffic and Transportation; Mr. Kevin Russell, Planning and Development Director; Ms. Meredith Wilganowski, Assistant City Attorney; and Ms. Maggie Dalton, Planning Intern.

2. STAFF ANNOUNCEMENTS (This item includes introductions of new employees, meeting reminders, upcoming events, and staff recognition).

- A. Introduction of Planning Intern Maggie Dalton.**
- B. Joint meeting with City Council on Tuesday, June 22, 2010.**
- C. June 17, 2010 workshop meeting preview.**

Mr. Zimmermann introduced the new Planning Intern, Maggie Dalton. By request, the joint meeting with the Bryan City Council will be on Tuesday, June 22, 2010 in the Council Chambers. The time has not yet been set for this meeting. Subjects being reviewed will be building encroachments, setbacks, variances, etc. Mr. Zimmermann will contact the Commission with a reminder in a few weeks. He advised that the presentation by Dale Picha's on the Downtown Bryan Parking Study has been rescheduled to the July 1, 2010 workshop meeting. On June 17, 2010, an update from Code Enforcement will be presented and commissioner training will be continued. The workshop will begin at 5pm.

Commissioner Parks entered the meeting at 5:06pm.

3. DISCUSSION AND POSSIBLE DIRECTION TO STAFF CONCERNING THE CREATION OF A JOINT WORK GROUP WITH THE CITY OF COLLEGE STATION AND THE RESEARCH VALLEY PARTNERSHIP (RVP) TO FACILITATE UNIFIED FORM AND CONSISTENCY DURING THE RVP'S BIOCORRIDOR MASTER PLANNING EFFORTS FOR LAND LOCATED ALONG STATE HIGHWAY 47 AND RAYMOND STOTZER PARKWAY(Questions may be directed to staff).

Mr. Zimmermann informed that he is still trying to get a copy of the PowerPoint presentation from the May 19 meeting with the Research Valley Partnership (RVP) planning group. He expects the need for a workgroup to arise as an "action item" from the RVP's master plan. Staff suggests that once the master plan is created in a few months time, a workgroup could be put together.

Commissioner Beckendorf stated that this item could be put on the first August meeting agenda.

Commissioner Hickle stated to get into contact with RVP directly, and that informing them of the general plan and workgroup idea ahead of time is better than informing them later so Bryan does not become an afterthought.

Commissioner Madison entered the meeting at 5:10pm.

Commissioner Parks remarked that this project could go pretty far if they decide to sign a contract with the University of Houston.

4. DISCUSSION AND POSSIBLE DIRECTION TO STAFF CONCERNING BUILDING DESIGN GUIDELINES FOR RESIDENTIAL AND COMMERCIAL DEVELOPMENTS (Questions may be directed to staff).

Ms. Audenaert gave a presentation regarding the results of the architectural preference survey.

Responding to a question from Commissioner Maxwell, Ms. Audenaert stated that this survey was neutral versus strong and two tests were performed to achieve the results.

Commissioner Madison exited the room at 5:18pm., a quorum still being present.

Ms. Audenaert stated that based on the preference survey from the last workshop meeting, the most important issue for Commissioners appears to be the Adaptive Chain Store versus the Prototype Chain Stores. There were 35 items were on the survey. In order for an ordinance to be created, a focus area must be defined and this could be done within the next three months.

Commissioner Parks stated that pictures would help when writing the ordinance. Having a color palette limits the vagueness of an ordinance.

Responding to a question from Commissioner Parks, staff believes that Bryan is ready this type of ordinance in commercial areas and along corridor areas. Ms. Fulgham reminded that Downtown Bryan and historic districts have complied with similar limitations for several years.

Based on the survey results, staff will bring the Commission examples from other cities in the next 60 days. Staff will begin drafting an ordinance amendment (possibly in sections for easier discussion) within the next 90 days and bring it forward to the Commission for further discussion.

Commissioner Madison reentered the room at 5:28pm.

5. STAFF PRESENTATION CONCERNING VARIOUS CITY OF BRYAN DEVELOPMENT REVIEW PROCESSES AND APPROVAL PROCEDURES (Questions may be directed to staff; no action will be taken).

Mr. Randy Haynes provided a refresher overview of the Site Development Review Committee and explained the City's redevelopment process (change of owner, use or tenant).

6. REVIEW OF AGENDA ITEMS FOR REGULAR MEETING OF JUNE 3, 2010 (Questions may be directed to staff, no action will be taken).

Agenda items were reviewed. No action was taken.

Commissioner Beckendorf stated that due to the anticipated crowd at the regular meeting, except for applicants, the Commission will limit public input to two minutes per speaker.

7. FUTURE AGENDA ITEMS (A Planning and Zoning Commission member may request that a subject for which notice has not been given be placed on an agenda for a future meeting).

No items were requested.

8. ADJOURN.

Without objection, Commissioner Beckendorf adjourned the meeting at 6:00pm.

Michael Beckendorf, Chairperson
Planning and Zoning Commission
City of Bryan, Texas

Martin Zimmermann, Planning Administrator
and Secretary to the Planning and Zoning
Commission